AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA (Submissians must be unclassified and reach the Information Security Oversight Office (ISOO) no later than Navember 15 following the reporting period.) PART A: Identifying Information 1. Enter the Fiscal Year that this report covers. 1. 2011 2. Identify the Department, Independent agency or Establishment that is covered by 2. Department of Homeland Security Chief Security Officer, Office of Security 1301 7th Street S.W. Suite 5983-35
Washington D.C. 28528 3. Enter the name, title, address, phone, fax, and e-mail address of the Seaior Ageacy Official (as defined in E.O. 13526, section 5.4(d)) responsible for this repart. 4. Enter the name, title, phone, fax, and e-mail address for the point-of-contact Chiaf, Administrative Security Division (h)(6) Office (h)(6) Chiai, Automotive 3a1 7th Street S.W., Svita 5076 responsible for answering questians about this repart. **Fax** Washington, D.C. 20528 (b)(6)PART B: Officials with Original Classification Authority 5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET. 5. 19 6. Enter the number of agency officials whose highest level of original classification authority is SECRET. 6 7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL. 7. 0 8. 25 Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7) PART C: Original Classification Decisions Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories found in section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.) Enter the number of original TOP SECRET classification decisians made during the reporting period with declassification instructions 2 of 10 years or less. 10. Enter the number of original TOP SECRET classification decisians made during the reporting period with declassification instructions 10. 18 ranging from over 10 years to 25 years. 11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10) H. 20 12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 12. 26 years or less. 13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions 22 ranging from over 10 years to 25 years. 14. 14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13) 48 15. Enter the number of original CONFIDENTIAL classification decisians made during the reparting period with declossification 15 1 instructions of 10 years or less. 16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declossification 16 0 instructions ranging from over 10 years to 2S years. 17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16) 17. 1 18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17) 18. 69 PART D: Derivative Classification Decisions Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information an all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.) 19. Enter the number of derivative TOP SECRET classification decisions during the reporting period. 18924 20. Enter the number of drrivative SECRET classification decisians during the reporting period. 61095 21. Enter the number of derivative CONFIDENTIAL classification decisions during the reporting period. 14608

22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)

94627

46. Enter the number of challenges where the classification status was overturned in whole or in part.

47. Enter the number of security classification guides created by your agency and currently in use.

PART 1: Classification Guides

46.

47.

2

45

Fiscal Year 2011 Department or Agency Department of Homeland Security

	PART J: Explanatory Comments
	ction of this form. If mare space is needed, provide as an attachment to this form. Provide explanations far any significant previous year's report. Additionally, select the sampling process your agency used in developing this year's repart.
Sampling Period (check one): 2-Week	Part D. (Item 22). A modest increase in overall numbers (12.5% increase). The main area of increase was the number of of TS derivative classification decisions made which increased to over 50 % from the 2010 reporting. The increase is due in large part to personnel more accurately tracking classified emails and products on DHS classified networks. Part G. (Items 37 & 38). These numbers increased due to a spending more time on declassification



NOV 15

(b)(6)
Director
Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington DC 20408
Dcar (b)(6)
In response to your memorandum dated August 23, 2011, Subject: "Standard Form 311, Agency Security Classification Management Program Data," enclosed is the subject report for the Department of Homeland Security.
You will note on our submission derivative classification decisions increased by 12.5 percent from Fiscal Year (FY) 2010. Furthermore, the number of reported Top Secret classification decisions increased by over 50 percent. This can be attributed to an increased awareness by derivative classifiers in tracking the creation of classified products on our classified networks, as well as the increase of electronic message traffic sent to and from outside agencies.
Additionally, there was an increase of the number of documents reviewed and declassified in Part Graccounting for a total of over 20,000 pages—an increase from 405 last year. This was due to spending more time on declassification reviews during FY2011.
If you have any questions, please feel free to contact me at or
Sincerely. (b)(6)
Chief Security Officer
Enclosure

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying In	formation		
1. Enter the Fiscal Year that this report covers.	-	1. 20)12
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	² Department of Homeland	Secu	ırity
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. (b)(6) Chief Security Officer (b)(6) 301 7th Street S.W., Suite 5903-35 Washington D.C. 20528 E-mail: (b)(6))	Office) Fax)
4. Enter the name, title, phone, fax, and e-mail address for the point-of-contact responsible for answering questions about this report.	4-(h)/6) hef, Administrative Security Division (301 7th Street S.W., Suite 5076 Washington D.C. 20528 E-mi	b)(6) v: (b)(6)	Office) Fax)
PART B: Officials with Original Cl	lassification Authority		
5. Enter the number of agency officials whose highest level of original classificat	ion authority is TOP SECRET.	5.	19
6. Enter the number of agency officials whose highest level of original classificat	ion authority is SECRET.	6.	5
7. Enter the number of agency officials whose highest level of original classificat	ion authority is CONFIDENTIAL.	7,	0
8. Total number of officials with original classification authority. (Sum of blocks	5, 6, & 7)	8.	24
PART C: Original Classification Decisions Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the eategories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those decisions and disseminated via e-mail. Do unt count reproductions or copies.)			
 Enter the number of original TOP SECRET classification decisions made dur declassification instructions of 10 years or less. 	ing the reporting period with	9.	0
10. Enter the number of original TOP SECRET classification decisions made du declassification instructions ranging from over 10 years to 25 years.	ring the reporting period with	10.	34
11. Total number of TOP SECRET original classification decisions. (Sum of blo	ocks 9 & 10).	11.	34
12. Enter the number of original SECRET classification decisions made during t instructions of 10 years or less.	he reporting period with declassification	12.	1
13. Enter the number of original SECRET classification decisions made during t instructions ranging from over 10 years to 25 years.	, , ,	13.	1
14. Total number of SECRET original classification decisions. (Sum of blocks 1		14,	2
15. Enter the number of original CONFIDENTIAL classification decisions made declassification instructions of 10 years or less.	e during the reporting period with	15.	4
 Emer the number of original CONFIDENTIAL classification decisions made declassification instructions ranging from over 10 years to 25 years. 		16.	0
17. Total number of CONFIDENTIAL original classification decisions. (Sum o	fblocks 15 & 16)	17.	4
18. Thtal number of original classification decisions. (Sum of blocks 11, 14, & F	7)	18.	40
PART D: Derivative Classific Derivative classification is the inenrporating, paraphrasing, restating, or generating classification based on classification guides or other source documents. (Provide i including those documented and disseminated via e-mail. Do not count reproducti	g in new form information that is already class information on all classification decisions, regarders.		
19. Enter the number of derivative TOP SECRET classification decisions made		19.	32413
20. Enter the number of derivative SECRET classification decisions made during	g the reporting period.	20.	104414
21. Enter the number of derivative CONFIDENTIAL classification decisions ma	ade during the reporting period.	21.	13041
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, &	21)	22.	149868

PART E: Mandatory Declassification Review Requests and Appeals A "Request" is an individual initial review request or appeal, regardless af the number of dacuments or pages to be reviewed as part of the request.		
For blocks 23-30, report only requests and appeals in which your agency is responsible for the final rele		· •
23. Enter the number of requests received during the reporting period.	23.	5
24. Enter the number of requests closed during the reporting period.	24.	15
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	44
27. Enter the number of appeals received during the reporting period.	27.	1
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	45
For blocks 31-32, report the aumber of requests and appeals that were referred to your agency, and the referring responsible for the final release.	ng agen	cy is
31. Enter the number of referred requests received during the reporting period.	31.	0
32. Enter the number of referred appeals received during the reporting period.	32.	0
PART F: Maadatory Declassification Review Decisions in Pages Count only those pages documented in blocks 23-30 above.		
33. Enter the number of requested pages that were declassified in full.	33.	230
34. Enter the number af requested pages that were declassified in part.	34.	0
35. Enter the number of requested pages that were dealed declassification.	35.	856
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	1086
37. Enter the number of appealed pages that were declassified in full.	37.	0
38. Enter the number of appealed pages that were declassified in part.	38.	0
39. Enter the number af appealed pages that were denied declassification.	39.	8
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	8
PART G: Automatic, Systematic, and Discretionary Declasaification Reviews		
41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	3277
42. Enter the number of pages declassified under automatic declassification.	42.	2742
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification.	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	11800
46. Enter the number of pages declassified under discretionary declassification.	46.	11800
PART H: Internal Ageacy Oversight		
47. Enter the number of self-inspections conducted by your agency, cavering any aspect of the security classification program, during the reparting period.	47.	892
48. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	48.	5
49. Enter the number of challenges where the classification status was fully affirmed.	49.	5
50. Enter the number of challenges where the classification status was overturned in whole or in part.	50.	0
51. Enter the number of security classification guides created by your agency and currently in use.	51.	55

PART I: Explanatory Comments

Use this space to eloborate on any section of this form. If more space is needed, provide as an attachment to this farm. Provide explanations far any significant changes in trends/numbers from the previous year's report.

PART C: The increase in original classification decisions is a result of the Fundamental Classification Guidance Review. The OCAs resigned the guides that were revised and reissued.

Part D: An overall 37% increase in the reporting of derivative classification decisions. Specifically, Top Secret derivative decisions increased 63% (18,924 reported in 2011), while Secret derivative classification decisions increased by 58% (61,095 reported in 2011). As previously reported in FY 2011, this was attributed to better tracking of decisions being made electronically on DHS classified networks.

PART E: Immigration and Customs Enforcement (ICE) incorrectly reported 15 requested carry overs on their 2011 SF 311. It was discovered that the requests were all Freedom of Information Act (FOIA) and should not have been included in the 2011 reporting period.

PART F: Both the U.S. Secret Service (USSS) and the Federal Emergency Management Administration (FEMA) were responsible for the bulk of data concerning the denying of declassification requests. The USSS denied requests for declassification due to information concerning current protection efforts of the President, while FEMA denied declassification based on current Continuity of Operations (COOP) planning efforts.

(Suhmissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying I	information		
1. Enter the Fiscal Year that this report covers.		1.	2013
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2. Department	of Homelai	nd Security
3. Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. (h)(R) Chief Security Officer (h)(6) (fig. 1) MI 7th Street S.W., Some 5903.35 (b)(6) (fig. 1) Wastameton, D.C. 20528 Email (h)(6)	icel (XI	
4. Enter the name, title, phone, fax, and email address for the point-of-contact responsible for answering questions about this report.	4. (b)(6) Chief. Administrative Securey Division 301 7th Street S.W., Saite 5076, Washington DC 20528	(b)(6) ea	lice) (x)
PART B: Officials with Original O	Classification Authority		
5. Enter the number of agency officials whose highest level of original classifications.	tion authority is TOP SECRET.	5.	20
6. Enter the number of agency officials whose highest level of original classifications of the number of agency officials whose highest level of original classifications.	tion authority is SECRET.	6.	5
7. Enter the number of agency officials whose highest level of original classification	tion authority is CONFIDENTIAL.	7.	0
8. Total number of officials with original classification authority. (Sum of blocks	s 5, 6, & 7)	8.	25
PART C: Original Classific Original classification is an initial determination that the information to be classifi- meets the following conditions: (1) it was classified by an original classification of control of the United States Government; (3) it falls into at least one of the catego could reasonably be expected to result in damage to the national security. (Provid- the media, including those documented and disseminated via email. Do not count	ied has not been previously classified by any of authority: (2) the information is owned by or forces from section 1.4 of E.O. 13526; and (4) under information on all original classification decorproductions or copies.)	or, or is und authorized isions, rega	er the disclosure
 Enter the number of original TOP SECRET classification decisions made dur declassification instructions of 10 years or less. 	ring the reporting period with	9.	2
10. Enter the number of original TOP SECRET classification decisions made d	uring the reporting period with	10.	ı
declassification instructions ranging from over 10 years to 25 years. 11. Total number of TOP SECRET original classification decisions. (Sum of b	locks 9 & 10).	11.	3
12. Enter the number of original SECRET classification decisions made during instructions of 10 years or less .	the reporting period with declassification	12.	1
13. Enter the number of original SECRET classification decisions made during instructions ranging from over 10 years to 25 years.		13.	2
14. Total number of SECRET original classification decisions. (Sum of blocks		14.	3
15. Enter the number of original CONFIDENTIAL classification decisions mad declassification instructions of 10 years or less .		15.	0
 16. Enter the number of original CDNFIDENTIAL classification decisions madeclassification instructions ranging from over 10 years to 25 years. 17. Total number of CONFIDENTIAL original classification decisions. (Sum of CONFIDENTIAL original classification decisions) 		16. 17.	0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & l		18.	0 6
PART D: Derivative Classit	ication Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating classification based on classification guides or other source documents. (Provide including those documented and disseminated via email. Do not count reproducti	information on all classification decisions, regi		
19. Enter the number of derivative TOP SECRET classification decisions made	during the reporting period,	19.	8,960
20. Enter the number of derivative SECRET classification decisions made during	ng the reporting period.	20.	47,598
21. Enter the number of derivative CONFIDENTIAL classification decisions may	nade during the reporting period.	21.	14,488
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, &	ε 21)	22.	71,046

PART E: Mandatory Declassification Review Requests and Appeals A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision.		
23. Enter the number of requests received during the reporting period.	23.	10
24. Enter the number of requests closed during the reporting period.	24.	10
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	60
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0
31. Enter the number of referred requests received during the reporting period.	31.	3
32. Enter the number of referred appeals received during the reporting period.	32.	0
PART F: Mandatory Declassification Review Decisions in Pages		
33. Enter the number of requested pages that were declassified in full.	33.	0
34. Enter the number of requested pages that were declassified in part.	34.	80
35. Enter the number of requested pages that were denied declassification.	35.	10
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	90
37. Enter the number of appealed pages that were declassified in full.	37.	0
38. Enter the number of appealed pages that were declassified in part.	38.	0
39. Enter the number of appealed pages that were denied declassification.	39.	8
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	8
PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	5,793
42. Enter the number of pages declassified under automatic declassification.	42.	4,686
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification.	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification.	46.	0
PART H: Internal Agency Oversight		
47. Enter the number of self-inspections conducted by your agency, covering any aspect of the security classification program, during the reporting period.	47.	1,525
48. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified . (E.O. 13526, section 1.8)	48.	2
49. Enter the number of challenges where the classification status was fully affirmed.	49.	1
50. Enter the number of challenges where the classification status was overturned in whole or in part.	50.	0
51. Enter the number of security classification guides created by your agency and currently in use.	51.	58

PART I: Explanatory Comments Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.
Part C. Original Classification Decisions made during the year were incorporated into Security Classification Guides (SCGs) and/or will be incorporated in SCGs in the coming Fiscal Year (FY).
Part D. During a Security Compliance Review it was discovered that one component, which had been heavily responsible for the increase in FY 2012, had made multiple errors on their SF 311 submission. Their reporting for the current year is more in-line with what was reported in FY 2011.

For ISOO Use Only	
1SOO Analyst Name:	
Date of QC:	
Analyst Initials:	

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying I	Information		
1. Enter the Fiscal Year that this report covers.		1.	2014
2. Identify the Department, Independent agency, or Establishment that is covered by this report.		of Homelan	d Security
 Enter the name, title, address, phone, fax, and e-mail address of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report. Enter the name, title, phone, fax, and email address for the point-of-contact responsible for answering questions about this report. 	1176 7767 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1) ₍₆₎] .
		(h)(fi) Esti	
PART B: Officials with Original C		T a	
5. Enter the number of agency officials whose highest level of original classifica		5.	19
6. Enter the number of agency officials whose highest level of original classifica	<u> </u>	6.	7
7. Enter the number of agency officials whose highest level of original classifica	tion authority is CONFIDENTIAL.	7.	0
8. Total number of officials with original classification authority. (Sum of block		8.	26
PART C: Original Classification is an initial determination that the information to be classificated the following conditions: (1) it was classified by an original classification control of the United States Government; (3) it falls into at least one of the categorould reasonably be expected to result in damage to the national security. (Provide the media, including those documented and disseminated via email. Do not countries.)	ied has not been previously classified by any of authority; (2) the information is owned by or for ories from section 1.4 of E.O. 13526; and (4) or the information on all original classification dec	or, or is unde authorized d	r the lisclosure
9. Enter the number of original TOP SECRET classification decisions made du declassification instructions of 10 years or less.		9.	0
10. Enter the number of original TOP SECRET classification decisions made d	uring the reporting period with	10.	3
declassification instructions ranging from over 10 years to 25 years. 11. Total number of TOP SECRET original classification decisions. (Sum of b	locks 9 & 10).	11.	2
12. Enter the number of original SECRET classification decisions made during instructions of 10 years or less .	the reporting period with declassification	12.	1
13. Enter the number of original SECRET classification decisions made during instructions ranging from over 10 years to 25 years.	the reporting period with declassification	13.	4
14. Total number of SECRET original classification decisions. (Sum of blocks		14.	5
15. Enter the number of original CONFIDENTIAL classification decisions mad declassification instructions of 10 years or less.		15.	0
 Enter the number of original CDNFIDENTIAL classification decisions madeclassification instructions ranging from over 10 years to 25 years. 		16.	0
17. Total number of CONFIDENTIAL original classification decisions. (Sum	of blocks 15 & 16)	17.	0
18. Total number of original classification decisions. (Sum of blocks 11, 14, &	17)	18.	7
PART D: Derivative Classit	fication Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating classification based on classification guides or other source documents. (Provide including those documented and disseminated via email. Do not count reproduction	information on all classification decisions, reg		
19. Enter the number of derivative TOP SECRET classification decisions made	during the reporting period.	19.	36,336
20. Enter the number of derivative SECRET classification decisions made during	ng the reporting period.	20.	78,696
21. Enter the number of derivative CONFIDENTIAL classification decisions n	nade during the reporting period.	21.	11,277
22. Total number of derivative elassification decisions. (Sum of blocks 19, 20, &	2 21)	22.	126,309

PART E: Mandatory Declassification Review Requests and Appeals A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed.	as part of the	e request.
Report only requests for your agency in which your agency is responsible for the final decision.		'
23. Enter the number of requests received during the reporting period.	23.	0
24. Enter the number of requests closed during the reporting period.	24.	0
25. Enter the number of requests that have been unresolved for over one year.	25.	0
26. Enter the average number of days to resolve each request.	26.	0
27. Enter the number of appeals received during the reporting period.	27.	0
28. Enter the number of appeals closed during the reporting period.	28.	0
29. Enter the number of appeals that have been unresolved for over one year.	29.	0
30. Enter the average number of days to resolve each appeal.	30.	0
31. Enter the number of referred requests received during the reporting period.	31.	0
32. Enter the number of referred appeals received during the reporting period.	32.	0
PART F: Mandatory Declassification Review Decisions in Pages		
33. Enter the number of requested pages that were declassified in full.	33.	0
34. Enter the number of requested pages that were declassified in part.	34.	0
35. Enter the number of requested pages that were denied declassification.	35.	0
36. Total number of requested pages acted on. (Sum of blocks 33, 34, & 35)	36.	0
37. Enter the number of appealed pages that were declassified in full.	37.	0
38. Enter the number of appealed pages that were declassified in part.	38.	0
39. Enter the number of appealed pages that were denied declassification.	39.	0
40. Total number of appealed pages acted on. (Sum of blocks 37, 38, & 39)	40.	0
PART G: Automatic, Systematic, and Discretionary Declassification Reviews	•	
41. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	41.	9,394
42. Enter the number of pages declassified under automatic declassification.	42.	8,673
43. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	43.	0
44. Enter the number of pages declassified under systematic declassification.	44.	0
45. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	45.	0
46. Enter the number of pages declassified under discretionary declassification.	46.	0
PART H: Internal Agency Oversight		
47. Enter the number of self-inspections conducted by your agency, covering any aspect of the security classification program, during the reporting period.	47.	681
48. Epter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	48.	0
49. Enter the number of challenges where the classification status was fully affirmed.	49.	0
50. Enter the number of challenges where the classification status was overturned in whole or in part.	50.	0
51. Enter the number of security classification guides created by your agency and currently in use.	51.	65

PART I: Explanatory Comments
Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in wends/numbers from the previous year's report.
Part C. Original Classification Decisions made during the year were incorporated into Security Classification Guides (SCGs) and/or will be incorporated in SCGs in the coming Fiscal Year (FY).
Part D. Counting of derivative decisions was changed to a 12 week sampling period for FY2014 instead of counting during the entire year, Components reported more consistent counting this year as it was easier to keep derivative classifiers engaged over a shorter period. DHS intends to continue using the same method for FY2015.

For ISOO Use Only	
1SOO Analyst Name:	
Date of QC:	
Analyst Initials:	



(b)(6) Director
Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408
Rc: Report on Cost Estimates for Security Classification Activities
Dear (b)(6)
Pursuant to your memorandum of December 4, 2015, Subject: Report on Cost Estimates for Security Classification Activities for FY 2015, I am pleased to submit the Department of Homeland Security (DHS) report on cost estimates for security classification activities within DHS. This report is based on input received from the Department's components, as well as DHS Headquarters.
If you have any questions, please feel free to contact me at 1(b)(6) Chief, Administrative Security Division, at (b)(6)
Sincerely, (b)(6)

Acting Chief Security Officer

Enclosure:

SF 716, Agency Security Classification Cost Estimates SF 716 Continuation Narrative Summary Document

AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

Department/Agency: Department of Homeland Security	Fiscal Year: 2015
Point of Contact:	_
(Name and phone number)	
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Reporting Categories	Please use actual dollar figure
1. Personnel Security	\$100,388,780.7
(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related	activities)
2. Physical Security	\$89,202,463.7
(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)	
3. Classification Management	\$15,295,130.3
(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)	
4. Declassification	\$762,096.2
(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)	
5. Protection and Maintenance for Classified Information Systems	\$17,272,647.9
(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)	
6. Operations Security and Technical Surveillance Countermeasures (include personnel and operating expenses associated with OPSEC and TSCM)	\$4,451,798.0
7. Professional Education, Training, and Awareness	\$4,595,613.8
(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)	
8. Security Management, Oversight, and Planning	\$32,126,332.0
(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))	
9. Unique Items	\$2,243,259.8
(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)	V =,= 10,= 010
TOTAL	\$266,338,122.7
(sum of items 1-9)	
Narrative: Provide a brief explanation of any significant difference between last year estimates. Explain items entered into block g, Unique Items.	's and this year's cost
See attached SF716 Continuation Summary Sheet for further details)	

Instructions for Completing Form

- I. General: The data reported will be Government cost estimates only. The estimates of resource costs should be reported, in the aggregate, for the following categories: (1) Personnel Security; (2) Physical Security; (3) Classification Management; (4) Declassification; (5) Protection and Maintenance for Classified information Systems; (6) Operations Security and Technical Surveillance Countermeasures; (7) Professional Education, Training, and Awareness; (8) Security Management, Oversight, and Planning: and (9) Unique Items. In reporting cost estimates associated with the security and management of classified information, please exclude all costs related to broad areas of assets protection (i.e., protection of property and personnel not specifically related to classified information). Counterintelligence* resources should also not be included in this data collection. If 51% or more of a resource is devoted to a classification-related activity, it should be included in this estimate. For those resources used for classification-related activities on a part-time basis, the total time devoted to these activities over a year must be at least 51% in order to be included in this estimate. Even though we no longer ask for the number of FTEs, the cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category.
- **II. Definitions of data to be reported:** The primary categories are defined below along with related functional areas to be considered for inclusion. **Report only those cost estimates associated with classification-related activities** (programs that affect the security of classified information).
 - 1. **Personnel Security:** A series of interlocking and mutually supporting program elements that initially establish a Government or contractor employee's eligibility, and ensure suitability for the continued access to classified information.

Clearance Program: Personnel and activities to determine eligibility and suitability for initial or continuing access to classified information or activities.

Initial Investigations: Completing and reviewing Personnel Security Questionnaire, initial screening, filing data in Central Personnel Database, forwarding to appropriate investigative authority, and the investigation itself.

National Agency Check; Include only when used for basis for granting a clearance.

Adjudication: Screening and analysis of personnel security cases for determining eligibility for classified access authorizations and appeals process.

Reinvestigations: Periodic recurring investigations of Government and contractor personnel.

Polygraph: Substantive examinations in security screening process.

2. **Physical Security:** That portion of security concerned with physical measures designed to safeguard and protect classified facilities and information, domestic or foreign.

Physical Security Equipment: Any item, device, or system that is used primarily for the protection of classified information and installations.

Protective Forces: All personnel and operating costs associated with protective forces used to safeguard classified information or installations, to include but not limited to salaries, overtime, benefits, materials and supplies, equipment and facilities, vehicles, aircraft, training, communications equipment, and management.

Intrusion Detection and Assessment: Alarms, sensors, protective lighting, and their control systems; and the assessment of the reliability, accuracy, timeliness, and effectiveness of those systems used to safeguard classified information or installations.

Barrier/Controls: Walls, fences, barricades, or other fabricated or natural impediments to restrict, limit, delay, or dany entry into a classified installation.

^{*} Counterintelligence means information gathered and activities conducted to protect against espionage, other intelligence activities, sabotage, or assassinations conducted for or on behalf of foreign powers, organizations or persons or international terrorist activities, but not including personnel, physical, document, or communications security programs. (48 CFR 970,0404-1)

Instructions for completing form, continued

Vital Components and Tamper-Safe Monitoring: Personnel and operating activities associated with the monitoring of tamper indicating devices for containers, doors, fences, etc., which reveal violations of containment integrity and posting and monitoring of anti-tamper warnings or signs.

Access Control/Badging: Personnel and hardware such as badging systems, card readers, turnstiles, metal detectors, cipher locks, CCTV, and other access control mechanisms to ensure that only authorized persons are allowed to enter or leave a classified facility.

Visitor Control: Personnel and activities associated with processing visitors for access to facilities holding classified information.

- 3. Classification Management: The system of administrative policies and procedures for identifying, controlling, and protecting from unauthorized disclosure, classified information, the protection of which is authorized by Executive Order or Statute. Classification management encompasses those resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information.
- 4. **Declassification:** The authorized change in the status of information from classified information to unclassified information. It encompasses those resources used to identify and process information subject to the automatic, systematic, or mandatory review programs authorized by Executive Order or Statute.
- 5. Protection and Maintenance for Classified Information Systems: A classified information system is a set of information resources organized for the collection, storage, processing, maintenance, use, sharing, dissemination, disposition, display, or transmission of classified information. Security of these systems involves the protection of information systems against unauthorized access to or modification of information, whether in storage, processing, or transit, and against the denial of service to authorized users, including those measures necessary to detect, document and counter such threats. This includes TEMPEST (short name referring to investigation, study, and control of compromising emanations from information systems equipment) and Communications Security (COMSEC) (measures and controls taken to deny unauthorized individuals information derived from telecommunications and to ensure the authenticity of such telecommunications. Communications security includes cryptosecurity, transmission security, emission security, and physical security of COMSEC material).
- 6. Deerations Security (DPSEC) and Technical Surveillance Countermeasures (TSCM):

Operations Security (OPSEC): Systematic and proven process by which potential adversaries can be denied information about capabilities and intentions by identifying, controlling, and protecting generally unclassified evidence of the planning and execution of sensitive activities. The process involves five steps: identification of critical information, analysis of threats, analysis of vulnerabilities, assessment of risks, and application of appropriate countermeasures.

Technical Surveillance Countermeasures (TSCM): Personnel and operating expenses associated with the development, training, and application of technical security countermeasures such as non-destructive and destructive searches, electromagnetic energy searches, and telephone system searches.

- 7. **Professional Education, Training, and Awareness:** The establishment, maintenance, direction, support, and assessment of an information security training and awareness program; the certification and approval of the training program; the development, management, and maintenance of training records; the training of personnel to perform tasks associated with their duties; and qualification and/or certification of personnel before assignment of security responsibilities related to classified information.
- 8. Security Management, Oversight, and Planning: Development and implementation of plans, procedures, and actions to accomplish policy requirements, develop budget and resource requirements, oversee organizational activities, and respond to management requests related to classified information.

Research, Test, and Evaluation: The development, management, and oversight of an acceptance and validation testing and evaluation program, corrective action reports and related documentation that addresses safeguards and security elements. The examination and testing of physical security systems (construction, facilities, and equipment) to ensure their effectiveness and operability and compliance with applicable directives.

Instructions for completing form, continued

Surveys, Reviews, Accreditation, and Assessments: Personnel and activities associated with surveys, reviews, accreditations, and assessments to determine the status of the security program and to evaluate its effectiveness; development and management of a facility survey and approval program; facility pre-survey; and information technology system accreditation.

Special Access Programs (SAP): Programs established for a specific class of classified information that impose safeguarding and access requirements that exceed those normally required for information at the same classification level. Unless specifically authorized by the President, only the Secretaries of State, Defense, Energy, and the Director of National Intelligence may create an SAP. Sensitive Compartmented Information (SCI) programs are not included as SAPs for the purpose of these estimates; rather SCI security costs are integrated and estimated throughout all categories as appropriate. Do not include costs here that have been reported under the other primary categories.

Security and Investigative Matters: The investigation of security incidents, infractions, and violations.

Industrial Security (Non-Contractor Costs): Those measures and resources directly identifiable as Government activities performed for the protection of classified information to which contractors, subcontractors, vendors, or suppliers have access or possession. Examples of such activities are industrial security reviews, surveys, and the granting of facility clearances, and National Industrial Security Program management and administration.

Foreign Ownership, Control, or Influence (FOCI): The development and management of a foreign ownership, control, or influence program; evaluation of FOCI submissions; the administration and monitoring of FOCI information and development of FOCI notifications.

- 9. Unique Items: Those department/agency-specific activities that are not reported in any of the primary categories but are nonetheless significant, and need to be included, should be noted in this category. Any unique item must include a narrative on why it should be included and how the figures were developed.
- III. How to complete the security costs estimates form. The form (page 1) should include estimates of resource costs in the aggregate for each of the nine categories. The cost estimates reported should not include costs associated with the broader area of assets protection.
 - 1. Name of Department/Agency: Self-explanatory.
 - 2. **Reporting Categories:** List cost estimates in dollar amounts. The cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category. If there are no cost estimates to be reported for a particular category, indicate with a "0" in the appropriate block.
 - 3. Totals: The totals for blocks 1-9 will automatically be placed in the appropriate block.
 - 4. Narrative: In the narrative portion of the form, or in a separate attachment, provide a brief explanation of how cost estimates were determined. If there is a significant difference between the total figures for each fiscal year, explain the differences. Any figure reported within the Unique Items category should be clearly explained in the narrative portion.

FY 2015 (SF 716) Annual Cost Estimate Narrative (CONTINUATION)

FY15 spending was steady showing approximately a \$2.4 million dollar decrease from FY14. While most DHS components showed a decrease in Personnel Security expenditures due to the OPM PII breach there were a few components (USCG, CBP, USCIS, NPPD) that showed an increase in PERSEC spending.

USCIS PERSEC cost more than doubled due to increase prices on investigation products, the suspension of BI's to OPM between August 2014 and October 2014. PERSEC division accumulated a backlog of over 175 SSBI and SSBI-PR level investigations that had to be moved forward to 2015. USCIS hired a large number of both Immigration Service Officers and Asylum Officers which increased the number of investigations by 220 SBBI's. Contributing factors included the new Potomac Service Center as well as additional hiring requirements for Asylum Offices and the Vermont Service Center. There was a significant number of re-investigations due in FY15 resulting in 300 more SSBIs than in FY14. Finally, due to agency-wide backfilling of Deferred Action for Childhood Arrivals (DACA) positions, there were 45 new DACA selections requiring SSBI's.

ICE: PERSEC - Fiscal Year (FY) 2015 costs decreased significantly because the investigations completed for initial and re-investigations for national security positions only comprised 27.27 percent of the overall workload for ICE. This is compared to FY 2D14 where 63 percent of all of the workload was for national security positions. These figures constitute ICE service wide funds requested by the National Emergency Management Division annually. These funds go to paying the rent (\$365,000) and Classified Information Systems (\$92,484) at ICE Headquarters continuity facility (also known as the Alternate Operating Facility). The rent funding is paid to a Department of Defense activity that runs the facility and includes protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control, etc.

NPPD Physical Security had a significant increase due to the Guard Services contract. There was no expenditure in FY14 as the contract was in a re-compete status and awarded at the end of FY13.

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) pollater than November 15 following the reporting period.)

PART	A: Identifying Information	
1. Enter the Fiscal Year that this report covers.		¹ . 2016
2. Identify the Department, Independent agency, or Establishment that is covered by this report. 3. Enter the name and title of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	OHS: Department of Homeland Security Ohief Security Officer	
4. Pnint-of-contact responsible for answering questions about	this report:	
4a. Name: 4a (b)(6)	·	
4b. Title: 4b.Chief, Administration Security	y Division	
4c. Fmail address: 4c. (b)(6)		
4d. Phone number: 4d. (b)(6)		
PART B: Officials	with Original Classification Authority	
5. Eitter the number of agency officials whose highest level of	foriginal classification authority is TOP SECRET.	5. 19
6. Eitter the number of agency officials whose highest level of	foriginal classification authority is SECRET.	6. 7
7. Eitter the number of agency officials whose highest level of	foriginal classification authority is CONFIDENTIAL.	7.
8. Tutal number of officials with original classification author	ity. (Sum of blocks 5, 6, and 7)	8. 26
Original classification is an initial determination that the infor also meets the following conditions: (1) it was classified by an the control of the United States Government; (3) it falls into disclosure could reasonably be expected to result in damage to	n original classification authority; (2) the information is ovar least one of the categories from section 1.4 of E.O. 135	vned by or for, or is under 26; and (4) unauthorized d classification decisions,
9. Enter the number of original TOP SECRET classification declassification instructions of 10 years or less.		9. 0
10. Enter the number of original TOP SECRET classification declassification instructions ranging from over 10 years to		10. 5
11. Total number of TOP SECRET original classification de	•	11. 5
12. Enter the number of original SECRET classification decideclassification instructions of 10 years or less.	sions made during the reporting period with	12. 0
13. Enter the number of original SECRET classification decideclassification instructions ranging from over 10 years to		13. 8
14. Total number of SECRET original classification decision		14. 8
15. Enter the number of original CONFIDENTIAL classified declassification instructions of 10 years or less.	ation decisions made during the reporting period with	15. 0
16. Enter the number of original CONFIDENTIAL classification instructions ranging from over 10 years to		16. 0
17. Total number of CONFIDENTIAL original classification	•	17. 0
18. Total number of original classification decisions. (Sum of	f blocks 11, 14, and 17)	18.
		1

PART D: Derivative Classification Decisions Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is includes classification based on classification guides or other source documents. (Provide information on all classification paraphrasing)	tion decisions, regardless o
the media, including those documented and disseminated via email. Do not count reproductions or 19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	10
19. Enter the filminer of derivative TVF SizeRes Classification decisions made during the reporting period.	4,23
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20. 16,21
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21. 3,03
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22. 23,48
PART E: Mandatory Declassification Review Requests A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed. Report only requests for your agency in which your agency is responsible for the final deci	
23. Enter the number of REQUESTS received during the reporting period.	23.
24. Enter the number of REQUESTS closed during the reporting period.	24.
25. Of the REQUESTS entered into block 24, enter the number of pages that were:	25.
a. Declassified in full.	25a.
b. Declassified in part.	25b.
c. Denied declassification.	25c.
d. Total number of requested pages acted on. (Sum of blocks a, b, and c)	25d.
26. Enter the number of REQUESTS that have been unresolved for over one year.	26.
27. Enter the AVERAGE NUMBER OF DAYS to resolve each request.	27.
28. Enter the number of REFERRED REQUESTS received during the reporting period. (Number of requests referred to your agency from another agency)	28.
PART F: Mandatory Declassification Review Appeals An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed Report only appeals for your agency in which your agency is responsible for the final deci-	
29. Enter the number of APPEALS received during the reporting period.	29.
30. Enter the number of APPEALS closed during the reporting period.	30.
31. Of the APPEALS entered into block 30, enter the number of pages that were:	31.
a. Declassified in full.	31a.
b. Declassified in part.	31b.
e. Denied declassification.	31c.
d. Total number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.
32. Enter the number of APPEALS that have been unresolved for over one year.	32.
33. Enter the AVERAGE NUMBER OF DAYS to resolve each appeal.	33.
34. Enter the number of REFERRED APPEALS received during the reporting period. (Number of appeals referred to your agency from another agency)	34.

PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
35. Enter the number of pages REVIEWED that were subject to automatic declassification under section 3.3 of E.O. 13526.	35.	17,956
36. Enter the number of pages DECLASSIFIED under automatic declassification.	36.	16,196
37. Enter the number of pages REVIEWED that were subject to systematic declassification under section 3.4 of E.O. 13526.	37.	0
38. Enter the number of pages DECLASSIFIED under systematic declassification.	38.	0
39. Enter the number of pages REVIEWED that were subject to discretionary declassification under section 3.1 of E.O. 13526.	39.	0
40. Enter the number of pages DECLASSIFIED under discretionary declassification .	40.	0
PART H: Internal Agency Oversight		
41. Enter the number of CHALLENGES processed by your agency to the classification of information believed to be improperly classified nr unclassified . (E.O. 13526, section 1.8)	41.	0
42. Enter the number of CHALLENGES where the classification status was fully affirmed.	42.	0
43. Enter the number of CHALLENGES where the classification status was overturned in whole or in part.	43.	0
This section applies only to IC agencies and IC components of other agencies who <i>originally apply</i> the ORCON at dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual use of classification markings. Grganization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Dissembly marked ORCON.	al report to the	DNI on the
44. Enter PERCENTAGE of your organization's classified disseminated analytic products originally marked ORCON.	44.	0.00%
45. Enter TOTAL NUMBER of your organization's classified disseminated analytic products originally marked ORCON.	45.	
46. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in full.	46.	
47. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in part. Provide explanation for partial denial in part J below.	47.	
48. Enter the number of ORCON expanded dissemination requests DENIED . Provide explanation for denial in part J below.	48.	
Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Dissemoriginally marked ORCON-USGOV.	inated Analyti	ic Product)
49. Enter PERCENTAGE of your organization's analytic products originally marked ORCON-USGOV,	49.	0.00%
50. Enter TOTAL NUMBER of your organization's analytic products originally marked ORCON-USGOV.	50.	
51. Provide TOTAL NUMBER of reports of potential misapplication of the ORCON marking. Provide background information on each occurrence in Part J below.	51.	

DHS: Department of Homeland Security

PART J: Explanatory Comments
Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for
any significant changes in trends/numbers from the previous year's report.